

You are hereby summoned to a meeting of the
FINANCE COMMITTEE
to be held on
Monday 8th September 2025
at Rochford Day Centre, 33A Back Lane, Rochford
commencing at **7.05 pm**

Please note that under the Local Government Act 1972 Schedule 12 paragraph 10 (2) (b), the Council cannot lawfully decide any matter that is not specified on the agenda. Should you require additional information on any agenda item please advise the Clerk by 1pm on the working day preceding the meeting.

AGENDA

- 1. Elect Chair for the civic year 2025-26 (For Decision)**
- 2. Elect Vice-Chair for the civic year 2025-26 (For Decision)**
- 3. To receive apologies for non-attendance at meeting (For Noting)**
- 4. Declarations of any:**
 - a) Disclosable Pecuniary Interests**
 - b) Other Registrable Interests****on any matter on the agenda for 8th September 2025**

Members are reminded they must, within 28 days of becoming aware of any new, or change in their Register of Members' Interests, provide written notification thereof to the Clerk of Hawkwell Parish Council.
- 5. Public Forum**
- 6. To approve the Minutes of the meeting held on 7th April 2025 and to approve the destruction of the notes in respect of that meeting (For Decision)**
- 7. Action Update List – September 2025 (For Noting)**
- 8. Financial Report – August 2025 (For Noting)**
- 9. Notice of completion of External Audit for 2024/25 (For Noting)**
 - a) No matters arising;**
 - b) Clerk will publicise the completion of the Audit as required**
- 10. Grant requests:**
 - a) Ashingdon Football Club – form attached (For Decision)**
 - b) BASICS Essex – form attached (For Decision)**
- 11. Notification of completion of Q1 2025-26 financial checks including petty cash checks by Cllrs L Fane & Cllr S May – no issues arising (For Noting)**

3rd September 2025
Clerk to the Council